

Helpful Tips for CAUTI Reporting for the Centers for Medicare and Medicaid Services' Long Term Care Hospital Quality Reporting Program

The following steps should be completed prior to the quarterly CMS Reporting Program deadline:

☐ **Verify Your Facility's CMS Certification Number (CCN)**

An accurate CCN is required for those facilities participating in the CMS Reporting Program, as this is the ID that will be used to submit CAUTI data to CMS on your behalf. To update the CCN, use the **Facility > Facility Info** option within NHSN. At the top of the Facility Information screen, verify and update, if necessary, the CCN in the appropriate data entry field. If any changes have been made, remember to click the **"Update"** button at the bottom of screen. *Please be sure to double- and triple-check this number!*

☐ **Check the Monthly Reporting Plan each month**

When NHSN releases CAUTI data to CMS for those hospitals participating in the CMS Reporting Program, only those months in which the facility included CAUTI in its NHSN monthly reporting plan (MRP) will be included (i.e., in Plan CAUTI). It is the responsibility of each facility to check their MRPs for compliance with this requirement.

☐ **Enter denominator data for each location and month under surveillance**

Denominator data (i.e., patient days and urinary catheter days) can be entered using the Summary Data > Add option within NHSN and selecting the appropriate Denominator Data type (e.g., ICU/Other).

☐ **If no events have been identified, check "Report No Events" on denominator data form**

IMPORTANT! Facilities must appropriately **Report No Events** for those locations and months for which no events of each type under surveillance were identified. If no events have been reported and this box is not checked, your data will not be submitted to CMS. For instructions, please see: <http://www.cdc.gov/nhsn/PDFs/CMS/how-to-report-No-Events-CLAB-CAU.pdf>

☐ **If CAUTI events have been identified, enter the appropriate events**

CAUTI events can be entered by using the Event > Add option within NHSN.

☐ **Use NHSN Analysis Tools to check for accuracy and completion**

The NHSN Analysis Output Option, "Rate Table – CAUTI Data for CMS LTCH PPS" was created in order to allow facilities to review those CAUTI data that would be submitted to CMS on their behalf. For more information about this output option, please see **Using the "Rate Table – CAUTI Data for CMS LTCH PPS" Output Option** on the NHSN website at <http://www.cdc.gov/nhsn/cms/index.html>.

Additional Resources:

Operational Guidance for Long Term Care Hospitals to Report Catheter-Associated Urinary Tract Infection (CAUTI) Data to CDC's NHSN for the Purpose of Fulfilling CMS's Quality Reporting Requirements: <http://www.cdc.gov/nhsn/PDFs/LTACH/8-6-2012-LTCH-CAUTI-Guidance.pdf>

NHSN Patient Safety Component Manual: http://www.cdc.gov/nhsn/TOC_PSCManual.html